

SECRET

8 June 1961

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MEMORANDUM FOR : [REDACTED]

SUBJECT : Report of Cable Secretariat Operations  
from 1 - 31 May 1961

1. Cables Processed

a. The Cable Secretariat reproduced and disseminated 15,274 IN cables, 5,892 OUT cables, 1,191 TD's and 935 miscellaneous items for a total of 23,292 work items during May 1961. This represents an increase of 3,492 or 18% more than the 1960 monthly average of 19,800.

b. Cables increased 3,386 or 19% over the 1960 monthly average of 17,780 cables. May 1961 total is 4,686 or 22% less cables than April 1961 and 4,315 or 26% more cables than May 1960.

c. TD's increased 26 or 2% over the 1960 monthly average of 1,165 TD's.

d. We processed an average of 874 cables Monday through Friday, 599 on Saturday and 405 on Sunday.

e. 1,677 cables or 8% of all cables processed were furnished to the Director as compared to 1,444 or 7% for April 1961.

f. Non-CIA cables totaled 15,104, an increase of 2,104 cables or 16% higher than the 13,000 monthly average for 1960.

g. The combined work units of the CIA and Non-CIA Cable Secretariat including miscellaneous and service requests totaled 38,396 items.

2. Personnel

We are operating 4 persons short of our assigned strength of [REDACTED] One person is on military duty and one is on maternity leave. Both should be back in early June. We have no problems staffing our office at the moment.

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[REDACTED]  
Cable Secretary

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